

## **State Tax Commission (STC)**

### **Path to Assessor Certification in Michigan**

#### **Michigan Certified Assessing Technician (MCAT):**

MCAT certification is a limited certification which provides individuals with basic education in assessment administration. Certification is achieved by attending a 2 ½ day course held through an approved outside organization and passing the STC MCAT exam with a score of 75 % or higher.

#### **Michigan Certified Assessing Officer (MCAO):**

MCAO certification is obtained by completing one of two paths and provides individuals with entry level education in assessment administration. The first path to certification is achieved by attending the STC six month online/lecture hybrid program covering nine assessment topics and passing the STC MCAO exam with a score of 75% or higher. Programs are held twice a year in January and July. Applications are accepted October 1 to November 1 and April 1 to May 1 respectively. The cost is \$1,000 payable prior to the start date of the program. The second path to certification is achieved by completing the STC self-study program and passing the STC MCAO exam with a score of 75 % or higher. You do not have to hold the MCAT certification to be eligible to apply to either path of the MCAO program.

#### **Michigan Advanced Assessing Officer (MAAO):**

MAAO certification is obtained by completing one of two paths and provides MCAO certified individuals with advanced level education in assessment administration. The first path to certification is achieved by attending the STC one year online/lecture hybrid program covering seven assessment topics and passing the MAAO exam with a score of 75% or higher. Individuals must also complete a USPAP course during the program through an outside organization. Programs are held twice a year in April and October. Applications are accepted January 1 to February 1 and July 1 through August 1 respectively. The cost is \$1,000 payable prior to the start date of the program. The second path to certification is achieved by completing the seven courses through an approved outside organization and by passing an MAAO exam at the conclusion of each course with a score of 75% or higher. Individuals must also complete a USPAP course. Certification is issued when all seven self-paced tested courses and the USPAP course are successfully completed. You must hold the MCAO certification to be eligible to apply to the STC MAAO program or to begin MAAO Self-Paced courses.

#### **Michigan Master Assessing Officer (MMAO):**

The MMAO certification is obtained by completing one of two paths and provides successful MAAO certified assessors with master level education in assessment administration. The first path to certification is achieved by attending the STC one year online/lecture hybrid program covering five assessment topics and passing the MMAO exam with a score of 75% or higher. Programs are held twice a year in April and October. Applications are accepted January 1 to February 1 and July 1 through August 1 respectively. The cost is \$1,000 payable prior to the start date of the program. The second path to certification is achieved by completing the five courses through an approved outside organization and by passing an MMAO exam at the conclusion of each of the five courses with a score of 75% or higher. Certification is issued when all five self-paced tested courses are successfully completed. An individual must demonstrate two years' assessment administration experience while holding the MAAO certification to be eligible to apply to the STC MMAO program or to begin MMAO Self-Paced courses.

A third path to MMAO certification is provided through reciprocity for anyone who holds the CAE designation from IAAO. Individuals need to apply and provide proof of designation to the State Tax Commission and pass an exam in Michigan Property Tax Administration before being issued MMAO certification.

Once certified at any level, annual recertification requires completion of continuing education and submission of an annual fee. More information may be obtained at [www.michigan.gov/statetaxcommission](http://www.michigan.gov/statetaxcommission) under the Education and Certification heading.